

1. **CALL TO ORDER.** Chair Ken Hibl called the meeting of the Clare Downtown Development Authority to order at 8:00 a.m. on Thursday, February 8, 2024.
Board and Authority members present:
Shari Buccilli, Vince Demasi, Chair Ken Hibl, Jeremy Howard, Tom Koch, Dave Maxwell, Gus Murphy, Greg Rynearson, Amy Shindorf, and Vice Chair Mary Ann Shurlow.
Members absent:
Dean Doherty, Maegan Jenkins, , and Dawn Thomas.
Also present:
Luke Potter – DPW Director, Vicki Corlew – Treasurer, Daniel Jenkins – Elm Creek Lawn and Landscaping.
2. **APPROVAL OF AGENDA.** Motion by Shari Buccilli and supported by Amy Shindorf to approve the agenda as presented. The motion was unanimously approved.
3. **APPROVAL OF MINUTES.** Motion by Greg Rynearson and supported by Mary Ann Shurlow to approve the minutes of the January 11, 2024 meeting as presented. The motion was unanimously approved.
4. **TREASURER’S REPORT.** Treasurer Vicki Corlew gave the Treasurer’s report to the board.
5. **OLD/UNFINISHED BUSINESS.**
 - A. **Discussion Topic – Downtown Trees** – Daniel Jenkins with Elm Creek Lawn and Landscaping gave a presentation on the potential removal and replacement of trees in the DDA along with different types of trees, pros and cons for the types, and costs. Discussion was held regarding the different options and costs and further discussion will take place at a future meeting as we know more information about the budget.
6. **NEW BUSINESS.**
 - A. **Prioritization of Proposed DDA Project List** – Chair Hibl gathered the top five items from the DDA board after discussion and will be talking with downtown businesses for further input. Formal approval will take place at a future meeting.
 - B. **Discussion Topic – Clare Area Chamber of Commerce Membership** – Discussion was held regarding formally partnering with the Clare Area Chamber of Commerce in our business development and promotion role by joining the Chamber and, in return for that membership, the Chamber would partner with the DDA by providing a voting seat on its Board of Directors, as they do with Clare Public Schools, the City of Clare, Mid-Michigan College, and the Clare County Convention & Visitors Bureau. A motion was made by Greg Rynearson and supported by Amy Shindorf to authorize the DDA Chairperson to propose to the Clare Area Chamber of Commerce Board of Directors that the DDA join the Chamber as a dues-paying member and formally request that the Chamber Board create a permanent voting position on its board for a DDA Trustee designated by the DDA Chairperson. Roll call vote: Yeas: Shari Buccilli, Vince Demasi, Ken Hibl, Jeremy Howard, Dave Maxwell, Gus Murphy, Greg Rynearson, Amy Shindorf, Mary Ann Shurlow. Nays: Tom Koch. Absent: Dean Doherty, Maegan Jenkins, Dawn Thomas. The motion was carried.

C. Discussion Topic – Outreach to DDA District Business Owners – Motion by Greg Rynearson and supported by Amy Shindorf to postpone this discussion to the next meeting. The motion was unanimously approved.

D. Payment of Bills. The bills were submitted to the Board for review and approval. A motion was made by Greg Rynearson and supported by Gus Murphy to approve the January, 2024 bills as presented. The motion was unanimously approved.

7. **PUBLIC COMMENT.** None.
8. **DDA DISCUSSION TOPICS.** None.
9. **ADJOURNMENT.** Chair Hibl adjourned the meeting without objection at 9:05 a.m.

Ken Hibl, Chair

Jeremy Howard, Secretary